



Stacy Steffensen, Commission Department Director  
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## STAFF REPORT:

### Regular Business Items

- ❖ Bridge Resolution: This was submitted by the Highway Department and Brian Gustad is recommending Banner Associates.
- ❖ Transfer: This is the action to transfer the Commission Traverse to the Sheriff's Department for their use as a transport vehicle. The new Commission Durango arrived a couple of weeks ago.
- ❖ Audit Report: The FY2018 audit report from Auditor Joshua Shellum is included in the packet. He will not be present at the meeting, however he has spoken with Commissioner Bartley.

### Director's Report

- ✓ We need consensus from the board to advertise for a supplemental budget hearing. The City did not bill the County for the new parking lot until March 27, 2020. Because this was a budgeted item in FY2019, we will need to do a supplemental budget hearing to move those budgeted dollars that rolled into fund balance back into the FY2020 budget to reimburse the City. Our total for the project was \$91,894.64.
- ✓ The estimate to have generator hook-ups installed at the BCOAC is almost \$22,000. To move forward with using the facility as a Red Cross shelter, this would need to be installed. It could come out of the capital budget (301) which has \$50,000 in it for FY2020. The only pending expense that I am aware of is a possible change order request from Bowes for the parking lot, which is about \$7,300.

A handwritten signature in black ink that reads "Stacy Steffensen". The signature is fluid and cursive, with a large loop at the end.

Stacy Steffensen  
Commission Department Director  
Brookings County, South Dakota